

**Town of Essex**  
**Application for Water Service**

Revised April 2016

The undersigned, being the owner / owner's agent of the property located at:

Street Address: \_\_\_\_\_ Development: \_\_\_\_\_

Tax Map # \_\_\_\_ Tax Parcel \_\_\_\_ Tax Lot \_\_\_\_

Does hereby request a permit to initiate water service as noted below to

serve \_\_\_\_\_ unit(s)     Residential     Commercial     Industrial structure

Installer / Contractor:

Property Owner:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

Cell: \_\_\_\_\_

Firm Performing Main Line Tap:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

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- 1.) The above requested service includes the installation of a 3/4" x 5/8" water meter for residential use and up to a 2" simple meter for non-residential use. The information necessary to determine the correct meter size shall be supplied by the applicant (minimum to maximum range of use). Meters 5/8", 3/4" and 1" shall be installed by the Town. Meters above 1" shall be installed by the owner/applicant or qualified representative.
  - 2.) Property owner / agent is responsible for and must provide all necessary excavation form the main to the building or structure.
  - 3.) Property owner / agent agrees to provide the Town a minimum of 24 hours notice prior to installation for inspection purposes. No part of the water line may be covered until it has been inspected by the Town Representative.
  - 4.) Property owner / agent agrees to restore all disturbed areas to original condition after the installation of said water service.
  - 5.) The water service can be turned on only by an employee of the Town of Essex Water Department.
  - 6.) Meter spacers must be obtained from the Town of Essex Water Department.
  - 7.) The owner / agent agrees that all installation and work will conform to the Town Public Works Specifications and the Water Ordinance and Regulations of the Town of Essex.

8.) In consideration of water service supplied by the Town of Essex Water Department, I agree to be responsible for payment of all bills rendered and for all water used by me, my tenants, successors in tenancy or in ownership, and all persons at above locations, unless and until proper notice is given to the Town Water Department of termination of service on a specific date. I also agree to abide by all rules and regulations established by the Essex Water Department.

Signed : \_\_\_\_\_ Date: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

PLEASE MAKE CHECK PAYABLE TO TOWN OF ESSEX WATER AND SEWER DEPARTMENT.  
DO NOT COMBINE WITH ZONING PERMIT FEE.

All water services are subject to a service initiation fee as set by the Water/Sewer Fee Schedule adopted by the Selectboard. The following fee schedule shall apply to all municipal water connections.

**FOR OFFICE USE ONLY:**

\_\_\_\_\_ gallons/day x \$ 5.73 = \$ \_\_\_\_\_ + \$1,000 = \$ \_\_\_\_\_

Connection Fee: \$ \_\_\_\_\_ Rcvd by: \_\_\_\_\_ Date: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  Finance Notified

Approved by: \_\_\_\_\_ Date: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  Letter Sent  Finance Notified

Inspected by: \_\_\_\_\_ Date: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  Tie Drawing  Finance Notified

Meter Installed Date: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Master List Updated:  Approved  Inspected  Metered